**Executive Regional Directors**

**Weekly PLC Team Meeting**

**September 25, 2013**

**7-8:30am**

**Guiding Question:** How do we become a Professional Learning Community (PLC) as we meet the five district goals and implement the 21st Century Model of Education?

**Long-term targets:**

* Be a professional learning community (PLC) by consistently and fully implementing PLC procedures and structures throughout the district
* Meet the five district goals
* Implement the MCPS 21st Century Model of Education
* Integrate the Montana Common Core States Standards in English Language Arts and mathematics across the district
* Collaborate with UM and other community stakeholders to implement goals of SHAPE P-20 grant

**Short-term targets for this meeting:**

* Review, determine next steps, and assignments for ERD Parking Lot items

**Roles for this meeting:**

* **Facilitator/Time Keeper** - Mark
* **Agenda Setter**/**Note taker** - Heather
* **Reading** - Karen

**AGENDA**

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| **TIME** | **ACTIVITY** |
| **7:00-7:05** | Review and revise agenda |
| **7:05-7:10** | Reading |
| **7:10-8:00** | * Update early graduation procedure to include senior capstone projects (Mark) Schedule for December capstone presentations for 1 semester early graduation; Follow the regular schedule for full year early graduation. ***Mark*** will work to add to the graduation policy. * Grants application procedure (Karen) See email with adjusted language – ***Karen*** will send to Pat/Lenora for feedback before adding it to the Administrative Procedures Manual * SRO procedures (Heather) ***Heather*** will bring back through a process of working through various principals for feedback, ERDs, etc * Strategic Plan "picture": thematic academies (Karen/Mark) Part of ongoing work with Cabinet * Strategic Plan "picture": PLCs (Karen) Part of ongoing work with Cabinet * Robotics Plan (Karen) ***Karen*** will set up meeting with Lisa Blank to determine next steps to strategize what is needed * Billie Donnegan/Assessment Practices Plan (Karen) ***Karen*** is communicating with Billie Donnegan; Billie said that training needs to be arranged through NCAC and part of the fee goes to NCAC. * Dual language immersion training and next steps (Heather) ***Heather*** will talk to Hatton about creating a video of the PPT presentation to begin sharing this more broadly; ERDs will work with principals to schedule visits to Paxson * Develop district-level SMART goals in conjunction with K-12 Leadership PLC work on SMART goals (All) |
| **8:00-8:20** | Address other items not on agenda  Debrief K-12 PLC Leadership meeting yesterday (Karen) –   * Deliverable – have principal bring a sample of the work a team is doing to answer question number 1 * Follow up questions: what steps are you taking and how are you facilitating scaling of the answer to question number 1 to all PLC teams? * Ask principals to bring an example from another district/school? Help principals access information/resources online (from our own district and beyond).   Significant writing component policy follow up (Mark) – continuing to look into this  TSSS – ***Karen*** will talk with Alex about working with Hatton to structure an opportunity for staff to share concerns within a broader district communications plan  Willard as a school – ***Karen*** is working with Jane to develop a plan for determining if this is the right direction for Willard  HiSET Option is very narrowly defined  ERD/Principal weekly meeting targets/questions: need to be at least 2 weeks in advance |
| **8:20-8:25** | Conclude meeting with a summary  Determine items for next meeting agenda  Confirm assignments and next steps |
| **8:25-8:30** | Plus/Delta   * What went well? What might we do differently? * How did we do with following our norms? |